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# Yolo County Workforce Innovation Board

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## Board Members

All Phase Security Inc.

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Putah Creek Café

California Dept. of  
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California Employment  
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City of Woodland  
Economic  
Development

Clark Pacific

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Los Rios Community  
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College

Yolo Food Bank

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Services, Inc.



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## Yolo County Workforce Innovation Board

### Minutes

May 11, 2016

The Yolo County Workforce Innovation Board convened in the offices of Yolo County Health and Human Services Agency at 25 North Cottonwood Street, Woodland, CA, with the following persons in attendance:

**Present:** Alfred Konuwa, Alice Tapley, Benny Mitchell, Brett Sanders, Cornelio Gomez, Denice Seals, Don Palm, Gary Pelfrey, Jennifer Pike, John Rodriguez, Kevin Sanchez, Lynn White, Maggie Campbell, Michele Fadling, Paul Basi, Rob Carrion, Robyn David-Harris, and Susan Moylan

**Absent:** John Pickerel, Ken Garrett, Marco C. Lizarraga, Randy Young, and Wendy Ross

**Staff:** Elaine Lytle, Lisa Vincent, Marc Marquez, Steve Roberts, and Cyndi Sechler

**Guests:** Matthew Vendryes, Eclastic, LLC  
Gloria Earl, WIOA Regional Advisor, E.D.D.  
Eric Banuelos, Yolo County Office of Education  
Lorie Perez, Yolo County Office of Education  
Christina Blackman, Davis Chamber of Commerce  
Scharlene Reid, Experience Works, Inc.

### Call to Order – Pledge of Allegiance

Meeting called to order at 8:31 a.m. by WIB Chair, Gary Pelfrey with quorum present.

### 1. Welcome Comments and Introductions

### 2. Public Comment / Announcements – Non-Agenda Items

*WIB members, staff, or the public may address the Workforce Innovation Board Executive Committee on subjects relating to employment and training in Yolo County. A time limit may be imposed. No action may be taken on non-agenda items.*

Maggie Campbell announced the Difference Makers Summit on May 27, 2016, hosted by Yolo County Office of Education.

Maggie Campbell also announced the Fix Our Roads Coalition Rally at the State Capitol on May 19, 2016

### 3. Guest Speaker – Matthew Vendryes, Business Owner, Eclastic, LLC.

Matthew Vendryes gave a presentation on Eclastic, LLC., which offers online training tools to focus on practical English language skills, and cultural training. These solutions provide tools to improve communication, collaboration and efficiency of employees and students.

### 4. Establish Quorum

Quorum established.

### 5. Consider Agenda Approval

Rob Carrion moved to approve the agenda; Robyn David-Harris seconded; motion passed.

**6. Consent Agenda – *Approved with on motion unless item withdrawn for discussion***

**a.** Approve WIB minutes – March 9, 2016

Cornelio Gomez moved to approve the March 9, 2016 minutes; seconded; motion passed.

**7. Regular Agenda**

**a.** Partner Memorandum of Understanding Template

Elaine Lytle asked for WIB members to approve Gary Pelfrey to sign the Partner MOUs as they come in to meet the Board of Supervisor’s meeting agenda deadlines.

Susan Moylan moved to approve Gary Pelfrey to sign the MOUs as they come in; Jennifer Pike seconded; motion passed.

**8. Information Items**

**a.** Proposed Change in WIB Workforce Notification Process

**b.** Change of Process in Executive Committee Meeting Notification to WIB Members

**c.** Receive Workforce Services Draft Directive (WSDD) 138/Discontinuation of the DCAF Process used for UI Verification

**d.** Receive WSDD-139/WIOA Youth Program Requirements

**e.** Receive WSDD-140/WIOA Program Income

**f.** Receive Workforce Services Directive (WSD) 15-17/California WIOA Regional Planning Units

**g.** Receive WSD 15-18/Amendment to PY 2015-16 RR Allocations and Guidance on Use of these Funds for WIOA Transition Activities

**h.** Receive WSD 15-19/Revised Amendment to PY 2015-16 RR Allocations and Guidance on Use of these Funds for WIOA Transition Activities

**i.** Receive WSD 15-20/FFATA Compensation Data Reporting Requirements

**j.** Receive WSD 15-21/Biennial Local Area Self-Assessment

**k.** Receive WSD 15-22/Consultant Services and Pay

**l.** Receive WSD 15-23/Transfer of Funds – WIOA Adult-Dislocated Worker Programs

**m.** Receive WSD 15-24/Nondiscrimination and Equal Opportunity Procedures

**n.** Receive Workforce Services Information Notice (WSIN) 15-29/Using the Adult Basic Career Services Application

**o.** Receive WSIN 15-30/Revision of Amendment to WIOA Formula Allocations – PY 2015-16

**p.** Receive WSIN 15-31/California Earned Income Tax Credit

**q.** Receive WSIN 15-32/Veterans’ Employment-Related Assistance Program – Solicitation for Proposals

**r.** Receive WSIN 15-33/Release of the New Voscan Module in CalJOBS<sup>SM</sup>

**s.** Receive WSIN 15-34/Grant Application Opportunity – Summer Jobs and Beyond: Career Pathways for Youth

**t.** Receive WSIN 15-35/Supervised Population Workforce Training Grant Program

**u.** Receive WSIN 15-36/Awards of proposition 39 Pre-Apprenticeship Support, Training, and Placement Grants 2.0

**v.** Receive WSIN 15-37/Disability Employment Accelerator – Solicitation for Proposals

**w.** Receive WSIN 15-38/2016 Building Workforce Partnerships Conference

**x.** Receive WSIN 15-39/New EDD Regional Advisor Assignments

**y.** Receive WSIN 15-40/Workforce Accelerator Fund 3.0 – Request for Applications

**z.** Receive WSIN 15-41/Release of the New Generic Module in CalJOBS

**aa.** Receive WSIN 15-42/MOU WIOA Required Partner Information

**bb.** Receive WSIN 15-43/Wagner-Peyser Funds – Deaf and Hard of Hearing Services 2016-17

**cc.** Receive WSIN 15-44/WIOA Regional Implementation Grants – Solicitation for Proposals

**dd.** Receive WSIN 15-45/WIOA Formula Allocations – PY 2016-17

WIB members received items A–DD.

## 9. WIOA Update

Gary Pelfrey reported that Workforce Innovation and Opportunity Act (WIOA) was passed in 2014, the program is up and running, the WIB is in place, and we are waiting for the final regulations.

## 10. Reports

### a. Gary Pelfrey, WIB Chair

Gary thanked everyone who has completed the Conflict of Interest form.

Gary also stated if you have not completed the form, please get it in; and if you have questions in regards to the form or process, please contact him.

### b. Elaine Lytle, Executive Director

Elaine reported the update of the Region Sectors Study will be completed by the end of June.

### c. Maggie Campbell, Ad Hoc Committee Chair

Maggie reported the committee met on April 6, 2016, and they were able to conduct a lot of business.

Maggie also stated the committee came up with a meeting schedule for the rest 2016. They also discussed a couple of goals they wanted to start with.

## 11. Other Business That May Come Before the Board

Mark Marquez announced Health and Human Services Agency will be hosting a Job Fair at this location on June 24<sup>th</sup>, from 9:00am-12:00pm. If you are an employer who is hiring and would like to participate, please contact Steve Roberts.

## 12. Adjourn

Rob Carrion moved to adjourn the meeting; Brett Sanders seconded; meeting adjourned at 9:43 a.m.

## Next Meeting

July 13, 2016

Yolo County HHSA/Clarksburg Room

Woodland One-Stop

8:30-10:00 a.m.

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**Accommodation:** In accordance with Section 202 of the Americans with Disabilities Act, if you require special assistance, meeting materials to be in an alternative format, auxiliary aids, or other person to assist you while attending this meeting, we will provide reasonable accommodation to allow participation. Contact Cyndi Sechler at 530-661-2750 x4327 at least 3 business days prior to the meeting to facilitate arrangements.

For more about the Yolo County Workforce Innovation Board, log on to [www.yoloworks.org](http://www.yoloworks.org)